



# Council Policy Prioritization: Early Consideration Response Form

Department Transportation  
 Department Rep. Name/Ext. Jessica Zenk / 408-535-3543  
 Policy/Ord. Subject Cut the Commute Pledge

Rules Date 10-07-20 Item G(2)  
 Council Member Sponsorship VM Jones and CM Arenas

## Staff Recommendation

- GREEN The Administration can implement this Nominated Idea under its current workplan
- ALREADY UNDERWAY  MINIMAL WORK LESS THAN 40 HOURS  REQUEST FOR INFORMATION
- YELLOW The Administration recommends Council send this Nominated Idea to the Priority Setting Process (See Complexity Level Below)
- RED The Administration recommends Council not adopt this Nominated Idea
- NEEDS CLARIFICATION OR MORE TIME TO EVALUATE

## Criterion to Determine Scale of Project Complexity

Project complexity is determined by scoring the project in each of the 3 criterions below and then summing the score.

- a. Low Complexity is a sum of 6 or less.
- b. Medium Complexity is a sum of 7 - 9
- c. High Complexity is a sum of 10 or greater.

Total Score = 9

Scoring Criterion	Low Complexity		Medium Complexity		High Complexity	
	<b>Estimated Duration</b>	6 - 9 months <input type="checkbox"/> =1	9 - 18 months <input checked="" type="checkbox"/> =2	More than 18 months <input type="checkbox"/> =3		
<b>Organizational Complexity (Internal)</b>	Can Easily be Absorbed into Existing Workplan <input type="checkbox"/> =1	Planned Work (Future) Have staff with required skillset/ requires moderate research <input checked="" type="checkbox"/> =2	Work Not Currently Proposed Do not have staff with required skillset/ requires significant research <input type="checkbox"/> =3			
	Have staff with required skillset/ knowledge <input type="checkbox"/> =1	Less than or equal 2 Staff required <input checked="" type="checkbox"/> =1	3 - 4 Staff required <input type="checkbox"/> =2			
	More than 5 Staff required <input type="checkbox"/> =3					
<b>(External)</b>	1 Additional Departments <input type="checkbox"/> =1	2 Other Department Involved <input checked="" type="checkbox"/> =2	3 or more Depts Involved <input type="checkbox"/> =3			

- DEPT. Required
- |                                  |                                  |   |                               |                               |                             |  |
|----------------------------------|----------------------------------|---|-------------------------------|-------------------------------|-----------------------------|--|
| <input type="checkbox"/> Airport | <input type="checkbox"/> Housing | <input checked="" type="checkbox"/> CMO | <input type="checkbox"/> OED  | <input type="checkbox"/> PRNS | <input type="checkbox"/> PD | <input type="checkbox"/> PBCE          |
| <input type="checkbox"/> CA      | <input type="checkbox"/> ES      | <input checked="" type="checkbox"/> DOT | <input type="checkbox"/> LIB. | <input type="checkbox"/> PW   | <input type="checkbox"/> FD | <input checked="" type="checkbox"/> EM |

## Analysis

Explain the rationale for Staff recommendation, including any mitigating factors that need to be considered (recent legislative action, significant workplan changes, etc). Please address the following as well.

GREEN LIGHT: The Administration can implement this Nominated Idea under its current workplan. Item should be sent to Council to add to Department workplan. Explain how the Idea will be approached.

YELLOW LIGHT: The Administration recommends Council send this Nominated Idea to the Priority Setting Process due to [describe cost implications, workload impacts, or other factors].

The Administration is supportive of the Cut the Commute Challenge and objectives. This policy work aligns with the City's goals, including those of the General Plan and Climate Smart San Jose, and ongoing work to reduce greenhouse gas emissions and air pollution from driving. The work involved does require hiring new staff to coordinate transportation demand management programs; considerable work with employees and bargaining units to incorporate recommendations into labor negotiations and potentially contracts; and ongoing funding to implement programs to support.

RED LIGHT: The Administration recommends Council not adopt this Nominated Idea due to [describe reason implementation would be difficult if not impossible – conflict with other laws, etc].